

Wichita Chapter
National Pastoral Musicians
Board Meeting Minutes
March 11, 2018

I. Call to Order and Introductions:

Sr. Nylas called the NPM-Wichita board meeting to order at 1:33 p.m., Sunday, March 11, at the Adorers of the Blood of Christ Convent, 1165 Southwest Blvd., Wichita, Kansas.

Present: Sr. Nylas Moser, Kitty Michot, Kathy Mosley, Jim Jones, Jeanne Recker and Dave Gitchell.

Not present: Dee Ann Burke, Christopher Dean, Charlene Dreiling, Megan McCoy and Sr. John Patrick.

Kitty offered the opening prayer.

II. Chapter Minutes:

The minutes of February 18, 2018 board meeting were presented. Kathy moved, and Jeanne seconded, to approve the minutes as written. The motion carried by voice vote.

III. Reports:

Treasurer:

Charlene was not present and no Treasurer's report was submitted.

Communications:

Chris was not present, due to state tournaments or competitions, and no Communications report was submitted.

Membership

Kathy provided the Membership Committee's March 6, 2018, minutes via email prior to the Board meeting, and the Board perused the minutes at the meeting. Kathy reported that it had been decided that NPM "ON THE GO" wouldn't work for our chapter but that website outreach might be feasible. Kitty will submit that to Chris for inclusion on the website.

Towards engaging our youth with NPM, Kitty will create a letter to Catholic schools seeking a liaison, which could be a Board of Directors position. Jim gave Sr. Nylas' contact information to Sara Crook, in case she is interested in the position.

On the subject of appreciation of our NPM members, the Membership Committee will initiate sending "welcome" emails to new members, "thank you" emails to

returning/renewing members and to workshop participants. Kathy will ask Charlene and Marjorie to draft the welcome and thank you letter templates.

Sr. Nylas said that she asked Chris to send out the Young Liturgical Musician Initiative descriptions and nomination forms to both the individual parishes and to the parish liaisons, in order to better assure communications. The awards are to recognize youth performing stewardship in their parish, and the nomination by the parish is the only screening necessary for the award. Nominated youth will need to be notified that they should attend the annual meeting so that they may be presented with their award. If they cannot attend, their award should be sent to the person who nominated them, for presentation.

Jim suggested that we ask Sr. John Patrick to continue to include the NPM Wichita note in "*Liturgy Matters*" monthly in order to increase NPM Wichita's name recognition among the clergy.

Youth and Young Adult

Megan was not present, and no report was submitted.

Hospitality

Jeanne reported that Dee is willing to continue on Hospitality, but she wants a co-member. She also reported that Tom is willing to do the brochure, but he doesn't have the file any longer. And Jeanne reported that, when she talked with Tom, he indicated he'd be more than happy to serve as Director, or Co-Director, or "whatever they need."

Kathy reported that Marjorie is willing to accept nomination as Treasurer.

IV. Items for Voting by the Board

Young Liturgical Musician Initiative

The revised description (Draft 2) and nomination forms for the Young Liturgical Musician Initiative were presented to the Board. Jim moved, and Kathy seconded, that both documents be approved in their forms as presented. The motion carried by voice vote.

Chapter Positions

Concerning Assistant Director, Sr. Nylas has written to the Chicago chapter because they have an Assistant Chapter Director. But his position description includes hospitality, doing worship leaflets and works with his Director. But that position isn't what Sr. Nylas was envisioning for our chapter. She also wrote to Grand Rapids because they also have a Chapter Director Elect, but they have not yet responded.

One issue with the election of both a Chapter Director and Assistant Chapter Director at the same election is that the positions would not be staggered so that only one was replaced at a time. The same would be true with a Chapter Co-Director position. Chicago gets around this by electing one in even years, and the other in odd years. If we were to create a Co-

Director position, and elect a Co-Director this year, then next year the Co-Director could become the Director and a new Co-Director could be elected, thus creating a staggered rotation.

Jim suggested that we could instead do what the AGO does, which is that the Director becomes Past Director on the Board when a new Director is elected. Dave commented that the Reno Choral Society also does this. The Past Director position is a voting member of the Board. Electing a new Director this year, and passing the current Director to a newly created Past Director position would also solve the problem of creating a staggered rotation.

Bylaws Changes

The Bylaws for the Chapter will need to be changed in order to create a Historian/Archivist position and a Past Director position on the Board. Since a simple majority of the active members, who are also National NPM members, must approve amendments to the Bylaws, the proposed amendments need to be added to the annual Chapter Ballot.

Jim moved, and Jeanne seconded, that a question be added to the annual Chapter Ballot: [*Whether the Chapter Bylaws should be amended to create a new Past Director position on the Board of Directors. The Past Director supports the current Director in carrying out duties, and has a maximum term of two years or whenever the next Director is elected.*] Motion carried by voice vote.

Kitty moved, and Jim seconded, that a question be added to the annual Chapter Ballot: [*Whether the Chapter Bylaws should be amended to create a new Historian/Archivist position on the Board of Directors. The Historian/Archivist maintains records, memorabilia and Chapter history.*] Motion carried by voice vote.

The two proposed new positions would not be elected positions. The current Director becomes the Past Director when a new Director is elected. And the Historian/Archivist is expected to be a volunteer position appointed by the Board. No term limit was specified for the Historian/Archivist position.

Currently, the three elected officer positions on the Board are the Director, Treasurer and Secretary. The National NPM Bylaws specify the Director and Treasurer as required officer members of the Board, and require at least a third officer. For NPM Wichita the Secretary is currently the third elected officer, but that could be changed to being another Board position such as Co-Director should the Bylaws be amended to create such a position.

Since we wish to introduce the new Board members and acknowledge outgoing Board members at the annual meeting, we need to have balloting completed prior to the annual meeting. Perhaps Chris could use Survey Monkey to collect ballots, and direct members who are also National NPM members to the survey via email? Deadline for the ballots to be submitted should be April 15th, to give Chris enough time to collate the ballots.

V. Chapter Brochure Revision Specifics

Modifications to update the Chapter brochure were discussed. The consensus was to keep the opening photo of the Chapter creation, “Why NPM” and “He who sings prays twice”. Also keep “Who are we?” and “What do we do?” The wording under “About our Chapter” should be modified to read “NPM Wichita was founded as a chapter of NPM in June 2015 and granted permanent status in July 2016.”

The more recent photo of the Blessing of Liturgical Musicians should be used, but not dated.

Under “Past Chapter Events” we should add events from this year such as Liturgical Blessing of Musicians, St. Cecilia Sing, Liturgical Musician Workshop with Christopher Walker, Notre Dame Singers and six Chapter members attended the National NPM convention. The photo of Southeast Kansas Musicians could be replaced by a photo of Board members with Christopher Walker, or a photo of Christopher Walker conducting a workshop session.

The membership mailer panel should be removed from the brochure, since it hasn’t been used for any new membership. Removing that will also reduce the brochure to standard 8 ½ x 11 paper.

The suggestion was made that the brochures could be redesigned and printed even before the election, and leave the Chapter Director contact information off, to be put on the brochures later with a sticker or a stamp. This would permit less frequent update and reprinting of brochures.

VI. Chapter Leadership for 2018-2020 Term

As was discussed earlier in the meeting, Marjorie has volunteered to accept nomination for the Treasurer position, and Tom has volunteered to accept nomination for the Director position. Dave attempted contact with Jo Beugelsdyk but has not yet received a response. Charlene would rotate off of the Board, but would be willing to serve in another capacity.

Although any NPM member can attend Board meetings, only Board members can vote at Board meetings. Scheduled Board meeting places and dates have not been advertised to other than Board members, so other NPM members have not had opportunities to attend Board meetings. The suggestion was made that Board meeting schedules could be added to the web site, perhaps the next 3 months schedule, so that members could attend future Board meetings.

Since we have people rotating off of committees, we need to advertise that we need volunteers to fill their positions, such as Membership when Kathy leaves, Hospitality as Jeanne moves to Historian/Archivist and to replace Megan on the Youth and Young Adults Committee. An email to all members requesting volunteers would be one of the quickest ways. Inclusion on the web site and in the *Noteworthy* could also be beneficial. The descriptions of the positions should be included in the requests for volunteers.

VII. Event and Calendar Planning:

Annual Chapter Meeting – April 22, 2018

Schedule:

2:00 p.m. Annual Meeting with reports, awards ceremony, incoming and outgoing Board introductions; 3:00 p.m. Guadalupe dancers; 3:30-4:00 p.m. Social with snacks, including hot chocolate (Champurrado) & sweet roll for dancers.

We need to know how many dancers will participate, so that we know how many sweet rolls and how much champurrado will be needed. Kitty will get the number of dancers from Jose Ortiz. Kitty will email Jose to ask if the dancers wish a donation in exchange for their performance for us.

We also need RSVPs for attendees, particularly awardees and their families. But total numbers are also needed to determine quantity of snacks to have available. Sr. Nylas will work on that.

Kathy has about four friends who would like to come to observe the dancers' performance, as they are creating a ballet. There were no objections.

Wichita Wurlitzer – 7:30 p.m. May 8, 2018

Broadway and musical music.

3rd Anniversary of NPM Wichita Chapter – June 7, 2018

Potluck dinner for all Chapter members? Perhaps hold it in Augusta. This is a Thursday. Perhaps hold it on Friday the 8th instead. Jim suggested the cathedral June 3rd, and have everyone participate in the Corpus Christi Parade at 2 p.m. Sr. Nylas will check with St. James about possible 6:30 p.m. time frame. Jim will check the calendar for the cathedral.

NPM National Convention – July 9-13, 2018, Baltimore

VIII. Next Board Meeting:

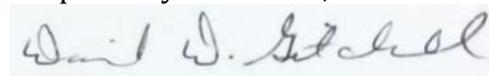
The next board meetings will be held:

May 20, 2018, 1:30 p.m. perhaps at Dee's house. Sr. Nylas will check, and send an email confirming the location.

IX. Adjournment:

Sr. Nylas adjourned the meeting at 3:35 p.m.

Respectfully submitted,



Dave Gitchell
Chapter Secretary